

You answered “yes” to question “b” in the attestation section of your license renewal. This question asks if in the past twelve months you have been arrested, charged with, or convicted of any felony, misdemeanor or the military equivalent, including a diversion or any plea to a felony, misdemeanor or military equivalent. ***Please attach all documentation in your possession, such as police records or court documents, that support your response(s) to any of the below questions. Failure to fully provide the required information may result in disciplinary action.***

1. Name
2. License number
3. What offense(s) were you charged with?
4. Is this the first time you've been charged with the offense(s)? If no, please explain.
5. On what date and in which county did the offense(s) occur? Please list your response to each offense separately if there are multiple offenses.
6. If you were arrested for the offense(s), please list the arresting agency and police case number.
7. Were you convicted of the offense(s)? If so, by what means (e.g., plea, judge, jury). If you entered into a diversion agreement, please provide the status of the diversion.
8. Please provide the date of conviction, the name of the court, and the court case number.
9. If you have not been convicted, please indicate the status of the case and any upcoming court hearing dates.

10. What is your explanation of the facts and circumstances surrounding this offense(s)? Please list your response to each offense separately if there are multiple offenses.

11. If you were represented by an attorney with respect to this offense(s), please list the attorney's name, address, and telephone number.

Attach additional pages as needed in order to provide a complete response for each of the questions.

Please provide this information to the Board within 14 days. Submit this form via USPS to the address below, fax to 785-368-7103, or email to [KSBHA\\_RenewalCoordinator@ks.gov](mailto:KSBHA_RenewalCoordinator@ks.gov). If you have questions regarding this form, you can call 785-368-8209.

Mail completed form to:  
Kansas Board of Healing Arts  
Attn: Renewal Coordinator  
800 SW Jackson, Lower Level-Suite A  
Topeka, KS 66612